

Agenda for a meeting of the Waters Governance Board meeting to be held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 24 APRIL 2019** commencing at **7.30am**.

*Information and recommendations are included in the reports to assist the Committee in the decision making process and may not constitute Council's decision or policy until considered by the Committee.*

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**  
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GJ Ion  
**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Waters Governance
<b>From</b>	Board Gavin Ion Chief Executive
<b>Date</b>	28 March 2019
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1303
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of a meeting of the Waters Governance Board held on Friday 22 March 2019.

**2. RECOMMENDATION**

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**THAT the minutes of a meeting of the Waters Governance Board held on Friday 22 March 2019 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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WGB Minutes - 22 March 2019

**MINUTES** of a meeting of the Water Governance Board Meeting of the Waikato District Council held in the Te Piringa Board Room, District Office, 15 Galileo Street, Ngaruawahia on **FRIDAY 22 MARCH 2019** commencing at **10.15am**.

**Present:**

Ms R Schaafhausen (Chair)  
Mr D Wright  
Mr G Dibley  
Mr GJ Ion (Chief Executive, Waikato District Council)  
Ms J Colliar (Intern) *[from 11.26am]*

**Attending:**

Mr I Cathcart (General Manager Service Delivery)  
Mr K Pavlovich (Waters Manager)  
Mrs W Wright (Committee Secretary)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Schaafhausen/Mr Wright)**

**THAT** an apology for lateness be received from Ms Colliar.

**CARRIED on the voices**

**WGB1903/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Schaafhausen/Mr Wright)**

**THAT** the agenda for a meeting of the Water Governance Board held on Friday 22 March 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be discussed with the public excluded.

**CARRIED**

**WGB1903/02**

**DISCLOSURES OF INTEREST**

It was noted that Mr Dibley is a Board Member of Water New Zealand.

It was noted that Ms Schaafhausen is the Chair of the Freshwater Iwi Leaders Group.

It was noted that Mr Wright is the Chair of Wellington Water Limited and also a director of Waimea Water Ltd.

### **CONFIRMATION OF MINUTES**

**Resolved: (Ms Schaaufhausen/Mr Wright)**

**THAT the minutes of a meeting of the Water Governance Board held on Wednesday 20 February 2019 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**WGBI903/03**

### **REPORTS**

Risk Assessment Update  
Agenda Item 5.1

The General Manager Service Delivery took the report as read but highlighted that development agreements are put in place to reflect larger scale activities and in place of standard development contribution processes.

**Resolved: (Mr Wright/Mr Dibley)**

**THAT the report from the General Manager Service Delivery be received.**

**CARRIED**

**WGBI903/04**

Reporting to the WGB  
Agenda Item 5.2

The General Manager Service Delivery discussed the details of his report with the Board.

The table on page 12 of the agenda report is a work in progress and circulated for the purpose of discussion and feedback to inform the content of the contract.

**ACTION:** The Board recommended that the last column of the table be deleted (named "Required for WGB sign off as satisfactory (SO) or for information (INF)").

The Board noted:

- A need for greater transparency and attention to Health and Safety and greater visibility and jurisdiction that will align with Council and its policies.
- The Board understood it has a duty of care to ensure that all assets are operated in a safe manner.
- There is an awareness of the importance of understanding and monitoring environmental impacts and wellbeing.

Mr Dibley offered to share work that WEL Networks had done around KPI's.

**Resolved: (Mr Dibley/Mr Ion)**

**THAT the report from the General Manager Service Delivery be received;**

**AND THAT the following recommendations from the WGB be collated and added to the contract reporting structure:**

- **Expanding Health and Safety reporting and noting the due diligence responsibilities the Board members have;**
- **Environment outcomes to be audited;**
- **KPI's to be added;**
- **Removing the column in the table in the report (“Required for WGB sign off as satisfactory (SO) or for information (INF)”);**
- **Preference for an independent auditor to undertake the annual audit process and**
- **Commercial reporting against the original Business Case.**

**CARRIED on the voices**

**WGB1903/05**

The meeting adjourned at 11.10am and resumed at 11.26am.

Ms Colliar entered the meeting at 11.26am during voting on the above item.

Charter for the Staff Update

Agenda Item 5.3

The following key points were raised:

- It was noted that Iwi-engagement and partnership should be added to the Charter.
- Champion environmental stewardship – it is important to consider this in the context of the vision and strategy for the Waikato River. Linkages should be made to the preparation of a Waikato Engagement Plan.
- As much as possible transfer or share the Council's Joint Management Agreement responsibilities with Watercare.

**Resolved: (Mr Dibley/Mr Wright)**

**THAT the report from the General Manager Service Delivery be received;**

**AND THAT the Charter be amended to reflect the Board's comments.**

**CARRIED on the voices**

**WGBI903/06**

**EXCLUSION OF THE PUBLIC**

Agenda Item 6

**Resolved: (Mr Ion/Mr Wright)**

**THAT the report from the Chief Executive be received;**

**AND THAT the public be excluded from the meeting during discussion on the following items of business:**

- i. **Confirmation of Minutes dated Wednesday 20 February 2019**

**REPORTS**

- a. **MOU Update - verbal**

**The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:**

**Reason for passing this resolution to withhold exists under:**

**Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(h)  
Section 7(2)(i)**

**Section 48(1)(3)(d)**

- b. **Contract Update**

**The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:**

**Reason for passing this resolution to withhold exists under:**

**Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(b)(i)(ii)**

**Section 48(1)(3)(d)**



### Open Meeting

<b>To</b>	Waters Governance Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	10 April 2019
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV1318
<b>Report Title</b>	Delegations

## I. EXECUTIVE SUMMARY

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At the February meeting of the Board, a set of delegations were agreed to recommend to Council. Since that time, the status of the Waters Governance Board has been changed to a subordinated decision making body. Some suggested changes have been identified by our in house Legal Counsel which would improve the delegations.

## 2. RECOMMENDATION

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**THAT** the report from the Chief Executive be received;

**AND THAT** the delegations previously approved at the February Board meeting be revoked (WGB1902/09)

**AND FURTHER THAT** the following delegations for the Waters Governance Board be recommended to the Council for approval:

- To agree the form of the transactional arrangement with Watercare
- To negotiate with Watercare and recommend to Council the final contract value for waters management
- To conclude the contract (after Council approval of contract value) and terms and conditions with Watercare
- Take such actions as are required to make the arrangement with Watercare operational by 1 July 2019, with any residual elements timetabled and noted
- To hold Watercare to account for their performance at all levels
- To monitor and oversee the performance of staff and Watercare in terms of the water activity
- To consider and ensure improvements or innovation are implemented by Watercare or through the Chief Executive as appropriate
- Approve changes to the operation of the contract with Watercare
- Develop strategies to improve contractual performance or to improve business practices

- **Develop an annual works programme (operating and capital) and submit to council for final approval**
- **To set and ensure Watercare's adherence to the contractual health and safety requirements, and wellbeing practices**
- **To set and maintain standards of ethics and corporate behaviour**
- **To consider development opportunities for the Waters business**
- **Define and set levels of service for waters management now and in the future**
- **Responsibility for the financial performance of the contract and operation**
- **Develop plans to improve the overall resilience of the waters' networks and allow for growth**
- **To consider the impact of growth on the Waters' infrastructure**
- **Implement and monitor the risk management framework for the waters' management and activity**
- **Approve the annual and half yearly financial statements for the waters operation and provide any relevant commentary to council**
- **Annually review the Board composition, structure and succession and make recommendations to council on these matters**
- **To ensure the waters' business delivered by Watercare provides value for the community in terms of the four wellbeings**
- **To uphold the vision and strategy of the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010.**

### **3. BACKGROUND**

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The Board will have to oversee the transition from Council operating its water activity to the overall operation being run by Watercare on behalf of Council. Asset ownership will remain with Council. This means the Board will have tangible functions and responsibilities to ensure a smooth transition and then to oversee the operation and management of the contract.

To operate in the way intended by Council, the Waters Governance Board needs to be empowered through delegations that enable independence and progress to be made in terms of the Watercare contract. This report updates previous reports on this matter to incorporate advice from our in-house Legal Counsel. We are seeking the approval of the Board as a precursor to a report to council to adopt delegations.

### **4. DISCUSSION AND ANALYSIS OF OPTIONS**

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#### **4.1 DISCUSSION**

The role of the Board is as follows:

- Provide governance and oversight of the development and implementation of the Council contract with Watercare. Current thinking is that this will take the form of a social franchise but the Board will need to consider this.
- Ensuring the activity goals are clearly established, and strategies are in place for achieving them

- Establishing policies for strengthening the performance of the water activity including ensuring management and the contractor are proactively seeking to build the business through innovation, initiative, technology, new products and the development of its business capital
- Monitoring the performance of management
- Ensuring high standards of health & safety are maintained by management and the contractor and undertaking appropriate due diligence
- Deciding on whatever steps are necessary to protect the Council's financial position and the ability to meet its debts and other obligations when they fall due, and ensuring that such steps are taken
- Ensuring the water activity's financial statements are true and fair and otherwise conform with law
- Ensuring the water activity adheres to high standards of ethics and corporate behaviour
- Ensuring the water activity has appropriate risk management/regulatory compliance policies in place
- Looking to improve environmental outcomes from this activity
- To consider kaitiakitanga as part of decision making
- Monitor and ensure Watercare are meeting their obligations
- Report to Council twice yearly on progress with water management
- Provide innovation and ideas that could improve profitability, service levels or environmental outcomes
- Hold Watercare to account over the delivery of the operational and capital programmes
- Work with Council to agree the overall funding requirements of the business
- Any other matters considered relevant by the Board or referred to the Board by council.

There was a full discussion at the February meeting regarding the delegations. The proposed changes to what was agreed are:

1. *Replace – “To ensure that the arrangement with Watercare is operational by 1 July 2019 with residual elements timetabled and noted”*

*With – “Take such actions as are required to make the arrangement with Watercare operational by 1 July 2019, with any residual elements timetabled and noted.”*

*Reason – The original wording was more of an outcome than a delegation. The change addresses this.*

2. *Replace – “To hold the contractor to account for their performance at all levels”*

*With – “To hold Watercare to account for their performance at all levels”*

*Reason – Ensuring consistent use of language (watercare rather than contractor)*

3. *Replace - To consider and ensure improvements or innovation are implemented by Watercare or management as appropriate”*

*With “To consider and ensure improvements or innovation are implemented by Watercare or through the Chief Executive as appropriate”*

Reason – The Board has no power to direct staff other than through the Chief Executive.

4. Replace *“To set and maintain high standards of health & safety practices”*

With *“To set and ensure Watercare’s adherence to the contractual health and safety requirements, and wellbeing practices.”*

Reason – *The delivery of health & safety requirements will be through Watercare. The Board should be undertaking due diligence to make sure this happens.*

5. Replace *“Be accountable for the financial performance of the contract and operation”*

With *“Responsibility for the financial performance of the contract and operation”*

Reason – *The original wording seemed to impose a liability rather than a delegation.*

6. Replace *“Approve the annual and half yearly financial statements”*

With *“Approve the annual and half yearly financial statements for the waters operation and provide any relevant commentary to council”*

Reason – *To provide greater clarity about what is being approved and what happens after that.*

7. Replace *“Review the Board composition, structure and succession and make recommendations to council on these matters”*

With *“Annually review the Board composition, structure and succession and make recommendations to council on these matters”*

Reason – *To identify the timeframe for the review.*

8. Replace *“To ensure the waters’ business delivers value for the community in terms of the four wellbeings”*

With *“To ensure the waters’ business delivered by Watercare provides value for the community in terms of the four wellbeings”*

Reason – *To provide greater clarity about the role of Watercare*

9. Remove *“Ensure kaitiakitanga and environmental outcomes are key decision making considerations for the Board”*

Reason - *This is not a delegation and is already detailed in the scope of the Board.*

It is expected that following Council approval of the contract value, the Board will manage any changes to the contract.

## 4.2 OPTION

The Board will need to consider this updated list of delegations and decide whether to accept, amend or delete elements of them. Once the Board has agreed the list of delegations, these should be submitted to council for final approval.

This report was originally considered in February but has been updated with some new suggestions.

## 5. CONSIDERATION

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### 5.1 FINANCIAL

Budgets will need to be drafted and agreed with council in light of the ability to raise the necessary funds through rates.

### 5.2 LEGAL

Schedule 7 clause 32 (1) of the Local Government Act 2002 specifies that Council may delegate any of its responsibilities, duties or powers except:

#### **32 Delegations**

- (1) *Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—*
- (a) *the power to make a rate; or*
  - (b) *the power to make a bylaw; or*
  - (c) *the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or*
  - (d) *the power to adopt a long-term plan, annual plan, or annual report; or*
  - (e) *the power to appoint a chief executive; or*
  - (f) *the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or*
  - (g) *[Repealed]*
  - (h) *the power to adopt a remuneration and employment policy.*

The overall value of the Watercare contract will trigger the requirement for Council to approve the financial commitment. This is a significant transaction in terms of Council's Significance & Engagement Policy. For this reason, Council consulted with the public through the LTP process about the proposed arrangement with Watercare.

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council has met its obligations to consult through the LTP process in relation to the waters Governance Board and the proposed arrangement with Watercare.

## 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	The scale of this change and the nature of the assets involved have made this a significant transaction which has been consulted on in the 2018-28 LTP.				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
	✓		Internal
			Community Boards/Community Committees
			Waikato-Tainui/Local iwi
			Households
			Business
			Other Please Specify

This report seeks to empower the Board to take ownership and accountability for the water activity.

## 6. CONCLUSION

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The Board is being asked to consider how it can deliver the identified roles and responsibilities through effective delegations. The discussion will help to determine the opportunity for independence and value to be added by the Board.

## 7. ATTACHMENTS

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Nil.

**Open Meeting**

<b>To</b>	Water Governance Board
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	5 April 2019
<b>Prepared by</b>	Carole Nutt Project Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	WGB2019
<b>Report Title</b>	Rate Rebate implications of the Watercare transition

**1. EXECUTIVE SUMMARY**

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This report is to give the Board information on the implications of the Watercare transition on rate rebate applications. Rate rebates are government funded cash payments against your rates for people on low incomes. Applications for rate rebates are managed by Local Councils.

In the 2018/19 financial year, the maximum amount of rate rebate is \$630 per property subject to certain qualifying criteria. Only rates charged by a Local Authority as defined in the Local Government Act 2002 can be taken into account when considering a rate rebate application. Watercare Services Limited (“Watercare”) is not considered a Local Authority and is specifically excluded from the scheme. This exclusion may have implications for those ratepayers that have water and wastewater fixed targeted rates and water by meter charges.

**2. RECOMMENDATION**

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**THAT the report from the General Manager Service Delivery be received.**

**3. DISCUSSION**

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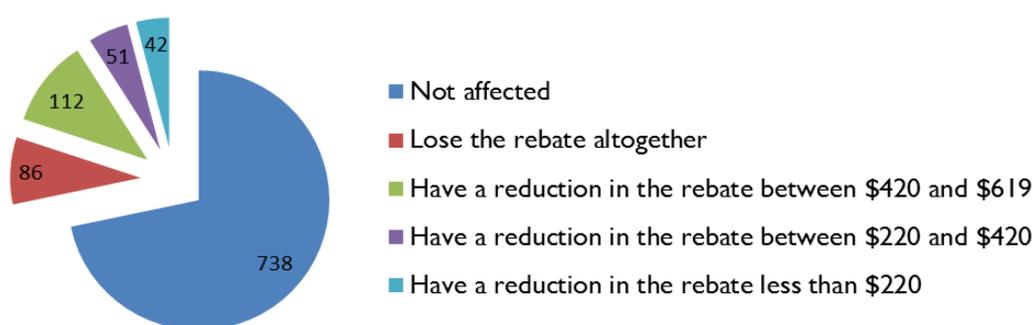
Applications for the Government funded rate rebate scheme are currently managed by Local Councils. Qualification for a rebate depends on a number of factors for the ratepayer including but not limited to:

- Income
- Number of dependents
- Total rates paid – including Waikato Regional Council
- Whether they are the owner and actually occupy the property at 1 July of the rating year in which the rebate is applied for.

In the financial year ending 30 June 2018, Council processed 1,029 rate rebate applications out of a rating base of 30,571 rating units (as at 1 July 2017). The total value of the rebates approved was \$606,000. If we re-assessed the applications under the assumptions that Watercare would in the future charge for all the water and wastewater charges for a given property, the total rebate value approved drops to \$471,000. This is a decrease in rebates approved of \$135,000. As this is government funded money, there are no funding issues for Council. The issue is on our ratepayers, those who can least afford a reduction in rebates. This may become a financial issue for Watercare if bills now cannot be paid by those ratepayers that have reduced rebate amounts. There is no provision for financial hardship costs budgeted for in the business case.

The applications affected can be summarised as follows:

#### Number of 2017-18 actual applications



Watercare have a Water Utility Consumer Assistance policy for dealing with customer financial hardship through a Water Utility Consumer Assistance Trust (“Trust”). The Trust provides financial support to customers of Watercare who are struggling to manage their water and/or wastewater costs. It is a charitable trust that receives funding from Watercare. This expands wider than the Rates Rebate scheme in that tenants can also benefit from it. While the Council Rebates scheme is available for ratepayers to apply every year, the Watercare scheme is generally limited to customers who have not received support in the 18 months prior to the date of their application. Customers need to be experiencing financial hardship but also appear to have a reasonable prospect of paying future Watercare bills.

The Watercare policy appears to be more one off in nature at times of hardship rather than for an ongoing low income earner.

During the two year transition period there is no planned change to the billing regime, it will be once the Operational Period starts that customers would be impacted as Water and Wastewater charging moves to Watercare and is no longer a rate. Also for noting as Watercare charge the occupant (rather than the owner) for volumetric billing, there could be a new group of customers who may struggle to pay the charges.

We understand the Department of Internal Affairs (“DIA”) are looking at including Council Controlled Organisations (“CCO”) water and wastewater costs in rate rebate applications in the future. If this comes into fruition before the Operational Period, this should help our customers providing Watercare maintain operating as a CCO.

#### **4. CONCLUSION**

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The proposed water and wastewater charging by Watercare will have an impact on some of the ratepayers of the District. The true impact is unknown as Council does not have the ability to foresee which ratepayers will apply for the rebate in any given year. A communication plan should be put in place to directly notify the most recent applicants for the rebate scheme of the implications of the transition. Watercare will need to consider the implications on their overall debt as a result of the rebates being lost by some ratepayers.

Council should enquire with the DIA as to the timing of the review of including CCOs for the rate rebates as well as consider budgeting through Watercare to contribute to the Trust and ring fence funds for use with Waikato District customers operating on a similar policy to Auckland customers.

#### **5. ATTACHMENTS**

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N/A

### **Open Meeting**

<b>To</b>	Water Governance Board
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	12 April 2019
<b>Prepared by</b>	Jacob Quinn and Teresa Hancock WDC Communications Team
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	WGB2019
<b>Report Title</b>	Branding of the Waters Business

## **1. EXECUTIVE SUMMARY**

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This report is to inform the Water Governance Board (WGB) of the options considered for branding of our Three Waters business with Watercare Services Ltd (WSL). The report briefly summarises the options considered and makes a recommendation.

## **2. RECOMMENDATION**

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**THAT** the report from the **General Manager Service Delivery** be received;

**AND THAT** approval is given for the **Communications Stream** to approve co-branding (WDC primary, WSL secondary) during the transition period (to 1 July 2021):

**AND FURTHER THAT** approval is given for further discussions between WDC and WSL on branding post-transition, with a view to work towards a WSL only branding option for after 1 July 2021 that WSL can use in the Waikato district and potentially elsewhere.

## **3. DISCUSSION**

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During the transition period (to 1 July 2021) Waikato District Council (WDC) will be billing customers, handling communications issues, taking phone calls from customers, and much more. Accordingly, co-branding is recommended during this period. Co-branding is also pragmatically sensible (in terms of costs) during a transition period.

Watercare Services Limited (WSL) has proposed that WDC branding is kept on service vehicles with the addition of a “services provided by Watercare” sticker placed underneath. WDC Communications supports this approach during transition (see attached example).

After the transition is complete however, the situation changes significantly for the customer. All billing, all customer interactions will be with WSL. For this reason it is important that the customer sees WSL as the provider.

Accordingly, after transition WDC Communications recommends that WSL branding be carried on all vehicles, uniforms, plant and customer communications (i.e. all branding). Absolute clarity will benefit our customers.

Aside from confusing customers, long term co-branding carries other logistical risks for getting value from the WSL/WDC contract. For example will WSL trucks be working in South Auckland and the Waikato? Or in other upper North Island districts? If so, will WSL staff stop at the top of the Bombay Hills, or at the WDC boundary, and change their vehicle signage and uniform? This seems illogical. We must take a long term view that acknowledges that WSL's operation in the Waikato District should be viewed as a model of how WSL might partner with other Councils in the future.

Long term, if WSL is to become a larger water services provider with New Zealand it will need to develop an amended brand that is (presumably) somewhat disconnected in branding terms from Auckland Council. We would encourage WSL to do this in preparation for our post transition period (July 2021).

#### **4. CURRENT STATUS**

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The approach taken to date is to:

- Maintain a position that Waikato brand is valued.

The joint WSL/WGB meeting defined branding within the MOU as “Services provided in the WDC area including billing to have Waikato branding or co-branding as appropriate.”

We believe this is appropriate during transition period only.

#### **5. ATTACHMENTS**

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- Example of what the brand might look like during transition

# Sample mock up of Waikato logo with Watercare text only



Original Waikato truck



Text added in black  
left aligned

*Services provided by*  
**Watercare**



Coloured logo  
Text added in black /left aligned

*Services provided by*  
**Watercare**

**Vehicle examples**



Black logo  
Text added in black/left aligned

*Services provided by*  
**Watercare**



Coloured logo  
Text added in black/right aligned

*Services provided by*  
**Watercare**

Vehicle rear  
example



Black logo  
Text added in black/right aligned

*Services provided by*  
**Watercare**



Sample of text on  
clothing



Text added in black/  
centred under logo

### Open Meeting

<b>To</b>	Water Governance Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	11 April 2019
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference</b>	GOV1301
<b>Report Title</b>	Exclusion of the Public

## 1. EXECUTIVE SUMMARY

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To exclude the public from the whole or part of the proceedings of the meeting to enable the Board to deliberate and make decisions in private on public excluded items.

## 2. RECOMMENDATION

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**THAT** the report of the Chief Executive be received;

**AND THAT** the public be excluded from the meeting to enable the Board to deliberate and make decisions on the following items of business:

**Confirmation of Minutes dated Friday 22 March 2019.**

### REPORTS

#### a. Contract Negotiations

*The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:*

**Reason for passing this resolution to withhold exists under:**      **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(b)(i),(ii)  
Section 7(2)(i)  
Section 7(2)(j)

Section 48(1)(3)(d)

**b. Location Update**

*The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:*

Reason for passing this resolution to withhold exists under:      Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(b)(i),(ii)

Section 48(1)(3)(d)

Section 7(2)(i)

Section 7(2)(j)

**3. ATTACHMENTS**

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Nil